



DEPARTMENT OF THE ARMY
U.S. ARMY MANEUVER SUPPORT CENTER AND FORT LEONARD WOOD
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FORT LEONARD WOOD, MISSOURI 65473-8929

ATZT-S

02 JUL 2007

MEMORANDUM FOR SEE DISTRIBUTION

SUBJECT: Command Policy 13-07, Safety

1. REFERENCES.

- a. AR 385-10, The Army Safety Program, 29 February 2000.
- b. AR 385-55, Prevention of Motor Vehicle Accidents, 12 March 1987.
- c. DA Pamphlet 385-1, Small Unit Safety Officer/NCO Guide, 29 November 2001.
- d. FM 5-19, Composite Risk Management, 21 August 2006.
- e. FM 6-0, Mission Command: Command and Control of Army Forces, 11 August 2003.
- f. TRADOC Regulation 385-2, TRADOC Safety Program, 27 January 2000, with change 1, 10 October 2000.

2. GENERAL. This applies to all personnel who are stationed on, training at, or working on Fort Leonard Wood, Missouri, and their Families.

3. POLICY AND PROCEDURES.

a. Safety is an inherent command responsibility. As such, I am the Safety Officer and the Command Sergeant Major is the Safety Noncommissioned Officer (NCO) for the United States Army Maneuver Support Center and Fort Leonard Wood (USAMANSCEN&FLW). Furthermore, I expect each commander and director to be the Safety Officer for their unit or organization and each Command Sergeant Major/First Sergeant to be the Safety NCO for their unit or organization. In my capacities as the Commander of USAMANSCEN&FLW and the Safety Officer, I am committed to ensuring the safety and health of all our Army, Navy, Air Force, and Marine personnel; their Families; and the civilian workforce.

b. Accidents are an unacceptable drain on our limited resources. They harm our most precious resource (our personnel), impede the accomplishment of the training mission, and decrease unit readiness. It is imperative that we take every reasonable action to prevent accidents. The most effective means to accomplish this are to train to standard and to enforce that standard. These are primary responsibilities of every leader.

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c. The emphasis of the MANSCEN Safety Program will be three-pronged, as listed below. Through this approach, unsafe acts will be identified and stopped before an accident occurs, thus preventing needless injuries and property damage.

- (1) Performance will always be to standard.
- (2) Composite risk management will be integrated into all missions and actions.
- (3) All personnel will stop an unsafe act that endangers life or limb, on the spot.

d. Commanders will appoint an officer as the additional duty safety officer at the battalion and higher unit levels and a NCO (E-6 or higher with one year retainability) as the additional duty safety NCO at company level. These individuals will be properly trained within 90 days of assuming this duty and will conduct the day-to-day safety program for the commander in accordance with DA Pam 385-1. According to FM 6-0, safety is an operational function with the operations officer having coordinating staff responsibility for the safety officer. Unit safety personnel will report directly to their commander on safety-related matters, according to AR 385-10.

e. Leaders will maintain a proactive and conscientious safety posture. In this regard, all leaders are expected to—

- (1) Train personnel to standard.
- (2) Stop, on the spot, any training or actions that are unsafe and endanger life or limb.
- (3) Use the risk management process faithfully to identify hazards and control measures.
- (4) Maintain situational awareness.
- (5) Encourage all personnel to foster a sense of responsibility for one another's well-being.
- (6) Prevent behavior that could result in injury or harm.
- (7) Identify systematically and eliminate facility and equipment hazards. All hazards assigned a risk assessment code (RAC) of 1 will be corrected immediately. All hazards assigned a RAC of 2 will be funded, as money becomes available, on a worst-first basis.

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(8) Motivate and encourage all military personnel and civilian employees to practice personal risk management away from work, identifying hazards of the activities they will be performing and taking the appropriate measures to eliminate or control those hazards.

f. Directors will appoint an additional duty safety representative to perform the same duties as a safety officer or safety NCO. Representatives will be appointed from directorate level down to division level. These individuals will perform duties similar to those outlined in DA Pam 385-1 and will be trained within 90 days of the appointment.

g. The staff of the MANSCEN Safety Office will manage the day-to-day operation of the MANSCEN Safety Program and will provide a safety specialist to work with and advise the Chemical, Engineer, and Military Police Schools and Garrison Command. These individuals will provide support to enhance the conduct of the unit safety program. Make good use of them.

h. In addition, it is the responsibility of each Soldier and civilian employee to take action to prevent an accident from occurring. Accidents cause tragic loss of life, needless suffering, reduce mission performance, and lower quality of life. Accidents are not an acceptable part of doing business, and reasonable actions will be taken to prevent them. Each member of this command has my permission to stop—on the spot—an unsafe act that endangers life or limb. After stopping this act, notify the chain of command of the personnel performing the act, so recurrence will be prevented.

i. Range safety operations are key to an effective safety program.

(1) Training unit commanders are responsible for safety on the ranges.

(2) Training will be conducted to standard, and hazards controlled or eliminated.

(3) If the owning unit of the range cannot provide adequate support to range operations, the training unit will fulfill that support and conduct training.

(4) Any person who sees an unsafe act has my permission to call a cease-fire. The leader of the training unit will correct the unsafe act, and then training will continue.

j. Many serious accidents, and most fatalities, occur when our personnel are off duty. To prevent these accidents, it is essential that leaders strongly emphasize composite risk management. Personnel must be motivated to practice personal risk management in order to identify and mitigate risks when off duty. It is the responsibility of every Soldier and civilian employee to practice personal risk management when off duty.

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k. Motor vehicle accidents cause unnecessary loss of life, personal injury, and property damage. All personnel who operate a military or government vehicle will complete an approved Accident Avoidance Course. In addition, every four years after that, all personnel who operate a military vehicle will complete refresher Accident Avoidance Course training.

l. The primary goal of the MANSCEN safety plan is to prevent accidents. Every leader must be familiar with and follow the requirements in this plan.

4. SUPERSESSION. This policy supersedes Command Policy #13-04, dated 05 January 2005.

5. PROPONENCY. The proponent for this policy memorandum is the Director, MANSCEN Safety Office, 596-0116.


WILLIAM H. MCCOY
Major General, USA
Commanding

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